

**Michigan Department of Education
Information Directory on State School Aid – FY 2006-2007**

NOTE: See “Field Services” description on page 6.

Section **3(4)** – “**Cooperative Education Program**” definition – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section **6(1)** – “**Center Program**” definition – Dianne Easterling – Special Education and Early Intervention Services – (517) 241-4517, EasterlingD@michigan.gov

Sections **6(2), 6(3), 19(4)**– **District Pupil Retention Rate and Report; Annual Pupil Dropout Rate** – Carol Jones – Center for Educational Performance and Information (CEPI) – (517) 241-2374, CEPI@michigan.gov

Sections **6(4), 6(7), 6(8), 6a, 24b** – “**Membership**” definition; **Membership Count Days; “Regular Daily Attendance”** definition – Joellen Wonsey – State Aid and School Finance – (517) 373-3352, WonseyJ@michigan.gov

Sections **11f, 11g, 11h, 11i** – **Non-Plaintiff Durant Related Payments** - Glenda Rader – State Aid and School Finance (517) 335-0524, RaderG@Michigan.gov

Section **11j** – **School Bond Redemption Fund** – Dan Nelson - Dept. of Treasury – Cash and Debt Management – (517) 241-1232, NelsonD@michigan.gov

Section **15(2)** – **Adjustments Due to Audits** – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section **17a** – **Withholding of Payments for Outstanding Obligations** – Dept. of Treasury – MMBA – (517) 373-1728

Section **17b(1)** – **State Aid Payment Schedule** – Dan Hanrahan or Glenda Rader - State Aid and School Finance - Dan (517) 335-0521, HanrahanD@michigan.gov , Glenda (517) 335-0524, RaderG@michigan.gov
A copy of the schedule is available on the website at:
http://www.michigan.gov/documents/State_School_Aid_Payment_Schedule_2003-4_9696707_7.pdf

Section **17b(4)** – **Advance Release of Funds** – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section **18(1)** – **Use of State Aid Funds** – Glenda Rader – State Aid and School Finance – (517) 335-0524, RaderG@michigan.gov

Section **18(2)** – **Posting Operating Budgets on Website** – Glenda Rader – State Aid and School Finance – (517) 335-0524, RaderG@michigan.gov

Sections **18(3) and 168** – **Financial and Pupil Accounting Records and Audits** – Kathy Weller – Audits – (517) 335-6858, WellerK@michigan.gov

Section **18(4)** – **Filing of Annual Comprehensive Financial Data** – Glenda Rader – State Aid and School Finance – (517) 335-0524, RaderG@michigan.gov - for questions regarding the **Financial Information Database (FID)** –Center for Educational Performance and Information (CEPI) – (517) 241-2374, CEPI@michigan.gov

Section **18a – Carry-over of Certain Grant Funds** – Refer to the specific grant program for the appropriate contact person.

Sections **18b and 18c – PSA Transfer of Property and PSA Obligations** – Greg Olszta – School Improvement – (517) 241-4715, OlsztaG@michigan.gov

Section **18(4) – Filing of Special Education Actual Cost Report (SE-4096)** – Diane Easterling – Special Education and Early Intervention Services – (517) 241-4517, EasterlingD@michigan.gov

Section **18(5) – Filing of Transportation Expenditure Reports (SE-4094)** – See Section 18(4)

Section **19(2) – Annual Educational Report, PA 25 Requirements, and Accreditation** – Paul Bielawski – Assessment Office – (517) 335-5784, BielawP@michigan.gov

Section **19(5) – Filing of Registry of Educational Personnel –DIT Client Service Center** – (517) 335-0505 – Help Desk

Section **19(6) – Filing of School Safety Infrastructure Database – DIT Client Service Center** – (517) 335-0505 – Help Desk

Section **19(7) – 5% Penalty for Non-Compliance with 19(2), 19(3), 19(4), 19(5) or 19(6)** – Dan Hanrahan or Glenda Rader – State Aid and School Finance: - Dan (517) 335-0521, HanrahanD@michigan.gov Glenda (517)335-0524, RaderG@michigan.gov

Sections **20 and 20j – Foundation Allowance** – Dan Hanrahan or Glenda Rader - State Aid and School Finance: - Dan (517) 335-0521, HanrahanD@michigan.gov Glenda (517) 335-0524, RaderG@michigan.gov

Sections **20(16), 20(17), 20(18), 20(19), 20(21), and 20(22) – Foundation Adjustments** – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section **21b – Dual Enrollment and Post Secondary Enrollment Options** – Sam Sinicropi – School Improvement – (517) 241-1162, SinicropiS@michigan.gov

Sections **22a, 22b and 51c – Durant Solution Payment Mechanism** – Dianne Easterling – Special Education and Early Intervention Services – (517) 241-4517, EasterlingD@michigan.gov

Section **22c – Equity Payment** – Glenda Rader – State Aid and School Finance – (517) 335-0524, RaderG@michigan.gov

Section **23 – University Schools** – Greg Olszta – School Improvement – (517) 241-4715, OlsztaG@michigan.gov

Section **24 – Court-Placed Children** – Dianne Easterling – Special Education and Early Intervention Services (517) 241-4517, EasterlingD@michigan.gov

Section **24a – Pupils in DHS Operated Juvenile Justice Facilities** – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section **24b** – See Section 6(4).

Section **24c – Youth Challenge Program** – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section 25 – Alternative Education for Expelled Pupils –

- **State Aid Implications** – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov
- **Policy Issues** – School Finance and School Law – (517) 335-4074

Section 25b and 25c – Pupil Transfers Generating Payment Between Districts – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section 26 – Captured Assessed Value of Tax Increment Financing Plans, Taxes Received CAV – Phil Boone – State Aid and School Finance – (517) 335-4059, BooneP2@michigan.gov

Section 26a – Renaissance Zone Reimbursements – Howard Heideman – Dept. of Treasury – Office of Revenue and Tax Analysis (ORTA) – (517) 373-9002, HeidemanH@michigan.gov

Section 26b – PILT Reimbursement – Amy Henderson – Department of Natural Resources – (517) 241-2468, HenderAL@michigan.gov

Section 29 – Declining Enrollment – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@Michigan.gov

Section 31a – At-Risk Pupils – See Field Services

Free Meal Counts – Dawn Harris – Grants Coordination and School Support Services – (517) 373-4335, HarrisDM@michigan.gov

Section 31a(6) – Teen Health Centers – Kyle Guerrant – Grants Coordination and School Support Services – (517) 335-0565, GuerrantK@michigan.gov

Section 31a(7) – Vision/Hearing Screenings – Patty Lawless – Grants Coordination and School Support Services – (517) 373-1122, LawlessP@michigan.gov

Section 31a(8) – Mercy Education Project – Lorraine Thoreson – Early Childhood Education and Family Services – (517) 241-4974, ThoresonL@michigan.gov

Section 31c – Children of Incarcerated Parents – Louis Burgess/Kyle Guerrant – Grants Coordination and School Support Services – (517) 373-1806, BurgessL@michigan.gov and Kyle Guerrant - (517) 335-0565, GuerrantK@michigan.gov

Section 31d – School Lunch Programs – Dawn Harris – Grants Coordination and School Support Services – (517) 373-4335, HarrisDM@michigan.gov

Section 31f – School Breakfast – Dawn Harris – Grants Coordination and School Support Services – (517) 373-4335, HarrisDM@michigan.gov

Section 32b - Early Childhood Investment Corporation – Gary Schafer – Early Childhood Education and Family Services – (517)335-2875, SchaferG@michigan.gov

Section 32c – Community-Based Collaborative Early Childhood Grant – Reneé DeMars-Johnson – Early Childhood Education and Family Services – (517) 241-0162, Demars-JohnsonR@michigan.gov

Sections 32d, 37-40 – Michigan School Readiness Program – Connie Robinson – Early Childhood Education and Family Services – (517) 241-4291, RobinsonConnie@michigan.gov

Section **32j – Great Parents, Great Start** – Jacqueline Wood – Early Childhood Education and Family Services – (517) 241-4741, WoodJac@michigan.gov

Section **32m – Book of the Month (Birth to Five Beginnings Library Program)** – Jacqueline Wood – Early Childhood Education and Family Services – (517) 241-4741, Woodjac@michigan.gov

Section **34 – Early Intervening Program** – Betty Underwood - School Improvement – (517) 241-4285, UnderwoodB@michigan.gov

Section **41 – Bilingual Program** – See Field Services – (517) 373-3921.

Sections **51a, 51a(6), 52, 53a, 54 – Special Education – School for the Deaf and Blind, Tuition; Special Education – Mental Health Institutions; Special Education in General** – Dianne Easterling – Special Education and Early Intervention Services – (517) 241-4517, EasterlingD@michigan.gov

Section **51a(5) – Special Education, Federal IDEA funds** – Special Education and Early Intervention Services – John Andrejack- Special Education and Early Intervention Services - (517) 373-8730, AndrejackJ@michigan.gov

Sections **51a(9), 56 – Special Education – ISD Membership and ISD Millage Equalization** – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section **54a – Lending Library** – Gary Schafer – Early Childhood Education and Family Services – (517) 335-2875, SchaferGL@michigan.gov

Section **54b – Conductive Learning Study** – Monica Butler – Special Education – (517) 241-4518, ButlerML@michigan.gov

Section **57 –Advanced and Accelerated Learning Grants**– Sam Sinicropi – School Improvement – (517) 241-1162, SinicropiS@michigan.gov

Section **57a – International Baccalaureate** – Betty Underwood – School Improvement – (517) 241-4285, UnderwoodB@michigan.gov

Section **58 – Special Education Pupil Transportation** –

-**Financial Issues** - Dianne Easterling – Special Education and Early Intervention Services – (517) 241-4517, EasterlingD@michigan.gov

-**Transportation Special Education Policy Issues** – James Pans – Special Education and Early Intervention Services - (517) 335-0474, Pansjim@michigan.gov

Section **61a(1) – Vocational Education – Added Cost** – Sandra Carter – Department of Labor and Economic Growth (DLEG) – (517) 335-0372, CarterSe@michigan.gov

Section **61a(2) – Vocational Education – Administration** – Joanne Mahoney – Department of Labor and Economic Growth (DLEG) – (517) 335-0405, MahonyJ@michigan.gov

Section **61a(3) – Vocational Education – ISD** – Dan Hanrahan- State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section **62 – Vocational Education – ISD Millage Equalization** – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section **64 – Health Science Middle College Program** – Dwight Sinila – Grants Coordination and School Support Services – (517) 373-1806, SinilaD@michigan.gov

Section **74 – Bus Driver Safety Instruction Funds, Transportation Auxiliary Services** – Dwight Sinila – Grants Coordination and School Support Services – (517) 373-1806, SinilaD@michigan.gov

Section **74(4) – School Bus Inspections** – Dwight Sinila - Grants Coordination and School Support Services – (517) 373-1806, SinilaD@michigan.gov

Section **76 – Transporting Nonpublic Students** – Dwight Sinila – Grants Coordination and School Support Services – (517) 373-1806, SinilaD@michigan.gov

Section **81(1) – ISD General Operations** – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Section **81(4) – ISD SEV/Taxable Value Adjustments and Reimbursement** – Phil Boone – State Aid and School Finance – (517) 335-4059, BooneP2@michigan.gov

Section **81(5) – ISD Pupil Accounting Requirement** – Kathy Weller – Audits – (517) 335-6858, WellerK@michigan.gov

Section **94a – Center for Educational Performance and Information** – Margaret M. Ropp – Center for Educational Performance and Information (CEPI) – (517) 241-2374, CEPI@michigan.gov

Section **98 – Michigan Virtual High School** – Bob Currie – Michigan Virtual University – (517) 324-5376, FAX (517) 336-7787.

Section **98b – Freedom to Learn** – Dr. Bruce Montgomery – Ferris State University- (517) 335-6827 or Roxanne Cullen – Ferris State University – 231-591-2713

Section **98(3) – MVU Online Test Preparation** – Barb Fardell – Grants Coordination and School Support Services – (517) 335-2716, FardellB@michigan.gov

Section **98(8) – MVU/My Dream Explorer** – Jill Bradshaw – Grants Coordination and School Support Services – (517) 335-2716, BradshawJ@michigan.gov

Section **98c – Web-Based Practice Assessment** – Ed Roeber – Educational Assessment and Accountability – (517) 373-0739, RoeberE@michigan.gov

Section **99 – Math and Science Centers** – Kevin Richard – School Improvement – (517) 373-4223, RichardKE@michigan.gov

Section **99(6) – Math/Science Centers Professional Development Support** – Kevin Richard – School Improvement – (517) 373-4223, RichardKE@michigan.gov

Section **99b – Middle School Math Initiative** – Ruth Anne Hodges – School Improvement – (517) 241-2219, HodgesRA@michigan.gov

Section **99c – Middle School Math Initiative** – Ruth Anne Hodges - School Improvement – (517) 241-2219, HodgesRA@michigan.gov

Section **99d – Automated Defibrillators** - Dwight Sinila – Grants Coordination and School Support Services – (517) 373-1806, SinilaD@michigan.gov

Section **99f – School Mapping Pilot Project** – Louis Burgess/David Ratajik – Grants Coordination and School Support Services – (517) 373-1806, BurgessL@michigan.gov and David Ratajik – (517) 373-9732, RatajikD@michigan.gov

Section **99g – Crisis Intervention** – Monica Butler – Special Education – (517) 241-4518, ButlerML@michigan.gov

Section **99h – FIRST Robotics** – Dwight Sinila – Grants Coordination and School Support Services – (517) 373-1806, SinilaD@michigan.gov

Section **101 – Days and Hours of Pupil Instruction** – Joellen Wonsey – State Aid and School Finance – (517) 373-3352, WonseyJ@michigan.gov

Section **101(7)(d) – Travel Time Waiver** – Joellen Wonsey – State Aid and School Finance – (517) 373-3352, WonseyJ@michigan.gov

Section **101(9) – Alternative Education Program – 180-Day Instructional Time Waiver** – Sam Sinicropi – School Improvement – (517) 241-1162, SinicropiS@michigan.gov

Section **101(10) – Counting Teacher Professional Development Time as Pupil Instruction Time** – Joellen Wonsey – State Aid and School Finance – (517) 373-3352, WonseyJ@michigan.gov

Section **102 – Deficit Districts** – Glenda Rader – State Aid and School Finance – (517) 335-0524, RaderG@michigan.gov and Phil Boone – State Aid and School Finance – (517) 335-4059, BooneP2@michigan.gov

Section **104 – Assessment Test Reimbursement** – Al Gat - Office of Educational Assessment and Accountability – (517) 241-4431, GatAl@michigan.gov

Section **104a – State Endorsed Transcript** – Ed Roeber – Office of Educational Assessment and Accountability – (517) 373-0739, RoeberE@michigan.gov

Section **104b – Michigan Merit Assessment** – Ed Roeber – Office of Educational Assessment and Accountability – (517) 373-0739, RoeberE@michigan.gov

Sections **105 & 105c – Schools of Choice** – Greg Olszta – School Improvement – (517) 241-4715, OlsztaG@michigan.gov

Section **107 – Adult Education** – Diane Duthie – Department of Labor and Economic Growth (DLEG) – Adult Education – (517) 335-3630, DuthieD@michigan.gov

Section **109 – Homebound or Hospitalized Pupils** – School Finance and School Law – Student Issues - 1-888-323-4231 or (517) 373-6534, k12studentissues@michigan.gov

Sections **111, 118 – Tuition Pupils** – Joellen Wonsey – State Aid and School Finance – (517) 373-3352, WonseyJ@michigan.gov Questions regarding **tuition policy** – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

Sections **121, 122, 124 – Valuation of District** – Adjustments, Deductions, Taxes Paid Under Protest or Unpaid, Bankruptcy – Phil Boone – State Aid and School Finance – (517) 335-4059, BooneP2@michigan.gov

Section **147 – Michigan Public School Employees Retirement System (MPERS)** – Dept. of Management and Budget (DMB) – MPERS, Office of Retirement Services (ORS) – (517) 322-5103 or 1-800-381-5111

Section **151 – SEV / Taxable Value Reporting, SEV / Taxable Value by Class** – Phil Boone – State Aid and School Finance – (517) 335-4059, BooneP2@michigan.gov

Section **158b – Federal Impact Aid** – Ann Mazurek – State Aid and School Finance – (517) 241-0495, MazurekA@michigan.gov

Section **163 – Noncertificated Teachers** – Professional Preparation Services - (517) 373-3310

Section **163a – Information About McKinney Vento Homeless Assistance Program** – Cynthia Theusch - Academic Support – Office of School Improvement – (517) 373-8480, TheuschC@michigan.gov

Section **164 – Chauffeur Report** – Glenda Rader – State Aid and School Finance – (517) 335-0524, RaderG@michigan.gov

Section **166a – School Health Education Curriculum** – Merry Stanford – Grants Coordination and School Support Services – (517) 241-1500, StanfordM@michigan.gov

Section **166b – Nonpublic Part-time Pupils** – Joellen Wonsey – State Aid and School Finance– (517) 373-3352, WonseyJ@michigan.gov

Section **167 – Immunization Status Reporting** – Patty Lawless – School Improvement – (517) 373-1122, LawlessP@michigan.gov

Section **168** – See Section 18(2).

Section **169 – Public School Academy, Advertising Effort** – Greg Olszta – School Improvement – (517) 241-4715, OlsztaG@michigan.gov

FIELD SERVICES

The Office of Field Services Unit of the Office of School Improvement has assigned consultants to the different regions of the state to assist local and intermediate districts with issues in several program areas. Questions concerning:

Section 31a	-	At-Risk Pupils
Section 41	-	Bilingual Program

may be directed to the Field Services regional consultant. In addition to these State School Aid Act programs, the Field Services Regional Consultants can address issues concerning the following federally funded programs:

Title I, Part A	Improving Basic Programs
Title I, Part C	Education of Migratory Children
Title I, part D	Neglect/Delinquent/Prevention and Intervention Programs
Title II, Part A	Teacher and Principal Training and Recruiting
Title II, Part D	Enhancing Education through Technology
Title VI, Part B, Subpart 2	Rural and Low-Income
Title V, Part A	Innovative Programs
Title III, Part A	English Language Acquisition and Immigrant Education

CSR
McKinney-Vento

Comprehensive School Reform
McKinney-Vento Homeless Students Education

With general Field Services program questions, or to determine whom the consultant for a specific region is, call (517) 373-3921 or (517) 373-4588.

GENERAL QUESTIONS CONCERNING...

Accreditation – Paul Bielawski – Assessment Office – (517) 3355784, bielawp@michigan.gov

Administrative Rules – Carol Easlick – School Finance and School Law – (517) 373-0764, EaslickC@michigan.gov

Assurances/Certifications Related to Grants – Louis Burgess – Grants Coordination and School Support Services – (517) 373-1806, BurgessL@michigan.gov

Court-Ordered Desegregation – Dan Hanrahan – State Aid and School Finance – (517) 335-0521, HanrahanD@michigan.gov

K-12 Education Corporation – Carol Easlick – School Finance and School Law – (517) 373-0764, EaslickC@michigan.gov

Electronic Fund Transfer of State School Aid Payments – Ann Mazurek – State Aid and School Finance – (517) 241-0495, MazurekA@michigan.gov or DMB Vendor Registration Help Desk – Toll Free at (888) 734-9749

Federal Programs or General Information on the Federal Government – Roberta Stanley – Administrative Law and Federal Relations – (517) 373-8369, StanleyR@michigan.gov

FID – Glenda Rader – State Aid and School Finance – (517) 335-0524, RaderG@michigan.gov - for questions regarding the **Financial Information Database (FID)** – Center for Educational Performance and Information (CEPI) – (517) 241-2374, CEPI@michigan.gov

GED Records – Amy Heckman – Department of Labor and Economic Growth (DLEG) – (517) 373-1692, HeckmanA@michigan.gov

Homeless Children – Cynthia Theusch – Academic Support - School Improvement – (517) 373-8480, TheuschC@michigan.gov

Indirect Cost Rates – Phil Boone – State Aid and School Finance – (517) 335-4059, BooneP2@michigan.gov
http://www.michigan.gov/mde/0,1607,7-140-6530_6605-118785---,00.html

Nonpublic/Home Schools (K-12) – Wanda Bazzett – School Finance and School Law – (517) 373-1833, BazzettW@michigan.gov - for questions regarding the **data in the Institutional Nonpublic/Home Schools database** – Pennie Gammage – Center for Educational Performance and Information (CEPI) – (517) 241-2398, GammageP@michigan.gov

Partnership for Success – Yvonne Caamal Canul – School Improvement – (517) 335-3401, CanulY@michigan.gov

Professional Development Days – Catherine Smith – Professional Preparation Services – (517) 335-0874, SmithCB@michigan.gov

Public School Academies – Greg Olszta – School Improvement – (517) 241-4715, OlsztaG@michigan.gov

Pupil Accounting – Local Districts: contact your ISD pupil accounting office; **ISDs:** contact Joellen Wonsey – State Aid and School Finance – (517) 373-3352, WonseyJ@michigan.gov

Pupil Count Forms – Joellen Wonsey – State Aid and School Finance – (517) 373-3352, WonseyJ@michigan.gov - for questions regarding **SRSD (Single Record Student Database)** – Center for Educational Performance and Information (CEPI) – (517) 241-2374, CEPI@michigan.gov

Records Retention – Glenda Rader – State Aid and School Finance – (517) 335-0524, RaderG@michigan.gov

School Bond Loan Program – Mary Martin – Dept. of Treasury – School Bond Loan Program – (517) 373-3208, Martim11@michigan.gov - for **MMBA Qualified School Bond Borrowing Program** – Janet Hunter-Moore – Dept. of Treasury – Michigan Municipal Bond Authority – (517) 373-1728, treasmmba@michigan.gov

School Code and Education Laws – Carol Easlick – School Finance and School Law - (517) 373-0764, EaslickC@michigan.gov

Schools of Choice – Greg Olszta – School Improvement (517) 241-4715, OlsztaG@michigan.gov

SEVs and Taxable Values, estimated and otherwise – Phil Boone – State Aid and School Finance – (517) 335-4059, BooneP2@michigan.gov

Single Record Student Database (SRSD) – Mark Gover – Center for Educational Performance and Information (CEPI) – (517) 241-2374, CEPI@michigan.gov

State Aid Borrowing – April Griffin – Dept. of Treasury – (517) 335-4305, GriffinA@michigan.gov for **MMBA State Aid Note Borrowing Program** – Kathy O’Keefe – Dept. of Treasury – Michigan Municipal Bond Authority – (517) 373-8885, OkeefeK@michigan.gov

State Aid Payment Adjustments – Dan Hanrahan or Glenda Rader - State Aid and School Finance
Dan (517) 335-0521, HanrahanD@michigan.gov
Glenda (517) 335-0524, RaderG@michigan.gov

State Aid Status Reports – – Dan Hanrahan or Glenda Rader - State Aid and School Finance
Dan (517) 335-0521, HanrahanD@michigan.gov
Glenda (517) 335-0524, RaderG@michigan.gov

State and Federal Grants – Mary Ann Chartrand – Grants Coordination and School Support Services – (517) 373-1806, ChartrandM@michigan.gov

Student Issues – School Finance and School Law – Student Issues Unit – (888) 323-4231 or (517) 373-6534, k12studentissues@michigan.gov

TIFAs, DDSs, and LDFAs; Captured Assessed Valuations – Phil Boone – State Aid and School Finance – (517) 335-4059, BooneP2@michigan.gov

For additional information, contact:

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Web address for this document:

http://www.michigan.gov/documents/whotocall-041702_18607_7.pdf